



City of Albuquerque

Department of Family and Community Services

Martin J. Chavez, Mayor

Interoffice Memorandum

April 4, 2005

To: James B. Lewis, Chief Administrative Officer
From: Valorie A. Vigil, Director *[Signature]*
Subject: RFP AD HOC COMMITTEE – Program Evaluation Services RFP

The City of Albuquerque Department of Family and Community Services developed the attached Request for Proposals (RFP) for evaluation of service outcomes of the Assertive Community Treatment (ACT) program, the Child and Adolescent Early Intervention Program, the Adolescent Day Treatment Program, and the Housing First Program for which funds were appropriated in the FY/05 budget. The following individuals are recommended to serve as members of the Ad Hoc Evaluation Committee. This committee will review and evaluate the proposals.

Mary Steil, Behavioral Health Division Manager
Michael Passi, DFCS Associate Director
Mike Robertson, Behavioral Health Program Manager
Barbara Quintana, Behavioral Health Program Manager

Ms. Sandi Vescovi, Contracting Supervisor, DFAS/Purchasing Division (or her designee) will serve as a technical advisor to the committee.

I respectfully request your approval of this committee in order to begin the Request for Proposals process.

Approved:

[Signature]
James B. Lewis
Chief Administrative Officer

(Date)

Original: Sandi Vescovi, DFAS/Purchasing